



Village of Palmetto Bay

Position Description

POSITION POSTING DATE: TUESDAY, JULY 3, 2018

POSITION CLOSING DATE: TUESDAY, JULY 24, 2018

No employment applications will be accepted after 5:00 pm (local time) on the closing date.

POSITION TITLE: Tree Maintenance Worker (PT)

FUNCTIONAL AREA: Department of Public Services

PAY GRADE: PG 16

PAY RANGE: Minimum: \$15.15 Hourly

Maximum: \$24.24 Hourly

CLASSIFICATION: Part-Time; Non-Exempt

APPROVED: October 2017/July 2018

General Summary

Under general supervision of the Public Services Field Operations Supervisor climbs trees, operates light motorized equipment and performs skilled laborer tasks to assist with the care and maintenance of city-owned trees; utilizes hand and power tools to maintain trees and equipment; performs other related duties as requested.

Supervision Received and Exercised

This individual works under the general supervision of the Public Services Field Operation Supervisor. This position has no supervisory responsibilities.

Essential Duties and Responsibilities

- ◆ Climbs trees for evaluation of tree condition.
- ◆ Trims, removes and plants trees and shrubs.
- ◆ Remove tree stumps.
- ◆ Applies herbicides, insecticides, and fertilizer.
- ◆ Operates light motorized equipment (bucket truck, chipper, chain saw, stump grinder, etc.) to maintain Village-owned trees.
- ◆ Inspects equipment for excessive wearing of parts; performs routine maintenance on Village equipment (e.g. Lubricate moving parts, sharpen blades, etc.)
- ◆ When necessary, responds to emergency call-in due to storm(s), vandalism or vehicle damage.
- ◆ Performs other unskilled and semi-skilled tasks (mows and trims parks, plant landscape, maintain irrigation systems, etc.)
- ◆ Other duties may be assigned.

Minimum Qualifications

Education & Experience

- ◆ High school diploma or General Education Degree (GED)
- ◆ International Society of Arboriculture (ISA) Certified Arborist (Preferred)
- ◆ Florida Department of Agriculture Commercial Pesticide Applicator License (ornamental) preferred.
- ◆ Two (2) years practical experience in tree maintenance, landscape, and horticulture.



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- ◆ Any combination of education and experience that provide the applicant with the desired skills, knowledge and abilities required to perform the job may substitute for the requirements provided above.
- Valid Florida Driver's License with driving record free of serious or frequent violations. CDL with class B endorsement.

Other Required Competencies:

- ◆ Thorough knowledge of construction and maintenance materials, equipment and tools, methods, and techniques for installation and repair of streets, sidewalks, street signs and signals, and storm, water and sewer systems
- ◆ Considerable knowledge of safe working procedures and practices
- ◆ Knowledge of tree and ground maintenance materials, equipment and methods, including tree climbing techniques; tree identification techniques; disease and insect identification and treatment; safety practices and procedures; and equipment maintenance.
- ◆ Must be insurable under the Village's fleet insurance policy.
- ◆ Communicate effectively, both orally and in writing. Ability to communicate effectively before citizens or employees of the Village.
- ◆ Ability to write routine reports and correspondence.
- ◆ Perform manual labor for extended periods under dirty and uncomfortable situations in all types of weather
- ◆ Adhere to safe driving principles and practices
- ◆ To perform this job successfully, an individual should have knowledge of current computer (word processing, database, spreadsheets, etc.) and Geographical Information System, ArcGIS, i-Trees, etc.) software.
- ◆ Ability to calculate figures and amounts for pesticide, fertilizer, and herbicide application.
- ◆ Thorough knowledge of construction and maintenance materials, equipment and tools, methods, and techniques for installation and repair of streets, sidewalks, street signs and signals, and storm, water and sewer systems

Working Conditions and Physical Factors:

- ◆ Work is performed both indoors in an office environment, and outdoors working with and around a variety of equipment in different climate conditions with full exposure to the elements.
- ◆ May be exposed to heat, noise, vibration, chemicals, explosive materials, mechanical hazards, and electrical hazards.
- ◆ May require bending, twisting, walking, climbing, reaching, carrying, kneeling, crawling, standing; may push, pull or lift items up to 50 pounds in weight; may also walk on slippery and/or uneven surfaces.
- ◆ Specific vision abilities required by this job include distance vision, peripheral vision, and depth perception.
- ◆ Must be able to hear clearly even in a noisy environment.

The minimum requirements may be waived by the Village Manager. The Village of Palmetto Bay reserves the right to update and/or change this job description at any time. The Village of Palmetto Bay is an Equal Employment Opportunity Employer and Drug-free Workplace.

Once a conditional offer has been made, selected applicants are required to complete all requisites established by the Village for employment, which may include verification of employment, a national criminal background check, a review of the applicant's driving record, and a drug/alcohol test.